

# BOARD OF PUBLIC WORKS

## *Vision*

The Board of Public Works exists to improve the quality of life of the customers we serve.

## *Mission*

We are dedicated to providing our current and future customers with utility and other value-added services in a safe, reliable, and economical manner consistent with sustainable growth, community involvement, and environmental stewardship.

## **Regular Meeting**

**December 8, 2021**

**4:00 p.m.**

**City Hall Council Chambers**

**114 E. Third Street**

## **Agenda**

### **ZOOM Link:**

<https://us02web.zoom.us/j/81636626544?pwd=dXo3RkhZSk5QMUwwOTBIVUZjalFIUT09>

1. WELCOME, CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

### Board Members

*D. Preston Lee, P.E.*

*A. Thomas Owen*

*Thomas Panetta*

*Earl Webb*

*Richard Nichols*

### Ex-Officio Members

*Theodore Becker, Mayor*

*Austin Calaman, General Manager*

*Michael Hoffman, Legal Counsel*

3. REVISIONS AND/OR DELETIONS TO THE AGENDA

4. CONSENT AGENDA

- a. Receive Vice-President Report
- b. Receive Secretary Report- Approve minutes from September 22, 2021, October 18, 2021, and October 28, 2021, meetings.
- c. Receive Treasurer Report
- d. Receive Asst. Treasurer Report

5. Receive the Inframark WWTP Report – (Mike Wolgemuth, Richard Plack, Inframark)

6. Receive the Presidents Report

7. Receive the General Managers Report

## **OLD BUSINESS**

8. Open forum/general discussion regarding an update on Donovan Smith Mobile Home Park water and sewer project. INFORMATION/DISCUSSION/ACTION (Mike Hoffman)

9. Open forum/general discussion of an update to the Lewes BPW Policies.  
INFORMATION/DISCUSSION/ACTION (Earl Webb, A. Thomas Owen, and Michael Hoffman)

## NEW BUSINESS

10.. Open forum/general discussion on disbursements of the Green Energy Fund to Lewes BPW pending payment applicants. INFORMATION/DISCUSSION/ACTION (Scott Lynch and Austin Calaman)

11. Open forum/general discussion of the Annual Donation to the Lewes Fire Department. INFORMATION/DISCUSSION/ACTION (Austin Calaman)

12. Open forum/general discussion of the Wastewater Treatment Plant planning grant. INFORMATION/DISCUSSION/ACTION (D. Preston Lee P.E.)

14. Open forum/general discussion on a bylaw's amendment for the formation of a Lewes BPW Mitigation Committee and housekeeping revisions. INFORMATION/DISCUSSION/ACTION (Austin Calaman, Earl Webb, Thomas Panetta and Michael Hoffman)

15. Open forum/general discussion on a policy for Lewes BPW staff to not accept payments over the phone. INFORMATION/DISCUSSION/ACTION (Michael Hoffman and Josh Gritton)

16. Open forum/general discussion on EV Charging Stations. INFORMATION/DISCUSSION/ACTION (Austin Calaman and D. Preston Lee P.E.)

### 17. CALL TO THE PUBLIC:

*Members of the public wishing to address the Board on matters not listed on the agenda should make their request known at this time. Time permitting; each presentation will be given approximately three (3) minutes. No action or Board discussion will result from public comments on matters not listed on the agenda; however, the Board President may ask staff to review a matter and individual members of the Board may ask that a matter be put on a future agenda.*

### 18. CALL TO THE PRESS

### 19. EXECUTIVE SESSION:

*Executive Session discussing employee and staff matters and a Strategic session involving legal advice or opinion from attorney-at-law where an open meeting could have adverse effect on the position of the public body, with respect to potential litigation and negotiation of contracts. Discussing personnel matters in which the names, competency and abilities of individual employees are discussed 29 Del C. § 10004 (b)(9), 10004 (b)(4). Review executive minutes from June 28, 2017, March 28, 2018, April 25, 2018, December 13, 2018, January 23, 2019, May 7, 2019, November 11, 2019, January 12, 2021, January 27, 2021, February 10, 2021, February 22, 2021, February 24, 2021, March 24, 2021, April 28, 2021, May 17, 2021, June 3, 2021, June 15, 2021, June 21, 2021, June 30, 2021, July 23, 2021, and August 19, 2021. INFORMATION/DISCUSSION/ACTION*

### 20. Return to open session

21. Open forum/general discussion to approve reviewed executive minutes. INFORMATION/DISCUSSION/ACTION (D. Preston Lee, P.E.)

22. Discussion and action on items from Executive Session, if applicable.

### 23. ADJOURNMENT

*The items listed may not be considered in sequence. This agenda is subject to change to include additional items and Executive Sessions or the deletion of items including Executive Sessions that may arise prior to and at the time of the meeting.*

**THE BOARD RESERVES THE RIGHT TO TAKE ACTION ON ANY AGENDA ITEM.**  
*Persons with disabilities requiring special accommodations, please contact the business office at 645-6228.*

**Posted: December 1st at 4:00pm**